



COUNTY OF HUMBOLDT

For the meeting of: 3/21/2023

File #: 23-312

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Advanced Salary Step Appointment for Gregory Still, Parts Storekeeper, in the Department of Public Works - Fleet Services Division (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve advanced step increase for Gregory Still, Parts Storekeeper from Step 1A to Step C, effective as of the six (6) month promotion date of April 3, 2023, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

SOURCE OF FUNDING:

Heavy Equipment (3540330)

DISCUSSION:

Public Works Fleet Services is requesting, pending passing probation on April 3, 2023, a wage increase for Mr. Gregory Still who has been working in the position as Parts Storekeeper. Public Works is basing this request on the fact that Mr. Still already had extensive experience with the job duties equal to our Parts Storekeeper and has been performing the duties for the last six (6) months. Mr. Still has performed above expectations in this position. Mr. Still has been currently working at the pay scale of 1A in this position. With his performance and experience within this position, pending the passing of his six (6) month probation, Public Works would like to move him to step C, this will bring him closer to what the local wage scale is for this type of position. With the experience that Mr. Still has acquired and with the working knowledge that he brings, he is an asset to the Fleet Service Department. Please allow this wage increase so the department may retain a trained employee.

FINANCIAL IMPACT:

Expenditures (3540330)	FY22-23 Adopted	FY23-24 Projected	FY24-25 Projected
Budgeted Expenses	\$66,852	\$73,945	\$77,523
Total Expenditures	\$66,852	\$73,945	\$77,523
Funding Sources (Fund, Budget Unit)	FY22-23 Adopted	FY23-24 Projected*	FY24-25 Projected*
Fees/Other	\$66,852	\$73,945	\$77,523
Total Funding Sources	\$66,852	\$73,945	\$77,523

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

This position is funded through the Heavy Equipment Fund. If the advanced step increase is approved the increased costs associated with the advanced step increases from 1A to C for the remainder of fiscal year 2022-2023 would be \$1,404 for this position. There is sufficient funding in the approved fiscal year 2022-23 Heavy Equipment budget to support the additional costs associated with the advanced step increase due to the three month vacancy of this position at the start of the fiscal year. The anticipated savings due to the temporary vacancy of this budgeted position is estimated to be around \$16,000. The recommended action will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board’s Strategic Framework priority of investing in county employees and providing for and maintaining infrastructure

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board Discretion

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A